

Minnesota Statewide Independent Living Council

March 14, 2019 Minutes - draft

State Services for the Blind
2200 University Avenue West
St. Paul, MN

Attendees:

Members Present:

Melissa Doherty
Tammie Campbell
Annette Toews
Linda Lingen
Larry Lura
Mark Smaaladen
Gloria Lafriniere
Mary Koep

Ex Officio Present

Annette Toews
David Fenley

Ex Officio Absent

Brad Westerlund

Members Absent

Crystal Fairchild
Jessica Andrist

Staff Present

Jo Erbes

Call to order: Anita Olson, Chair called the meeting to order at 9:10 a.m. with a quorum present.

Approve Agenda: A motion was made by Tammie Campbell and seconded by Linda Lingen to approve the agenda. The motion carried.

Approve February 14, 2019 Minutes: Linda Lingen made a motion to approve the February 13, 2019 minutes as presented. Tammie Campbell seconded the motion. The motion carried. Mary Koep abstained.

Nomination/Election of Secretary: Tammie Campbell asked to be considered for the position and for the co-chair of the Outreach Committee with another council member. Linda Lingen volunteered to co-chair the Outreach Committee. Mary Koep made a motion to elect Tammie Campbell as Secretary and Tammie Campbell and Linda Lingen as co-chairs for the Outreach Committee. Larry Lura seconded. The motion carried.

Public Comment: Members were encouraged to participate in the MCIL Tuesday at the Capitol on March 26th. State Services for the Blind released 3 [videos](#) showcasing Minnesotans who are blind, losing vision, or DeafBlind gaining new skills.

NCIL Conference: (A2) Anita encouraged members to consider attending the NCIL conference July 22 – July 25 in Washington DC. She recommended that Jo attend. Anita, Gloria, and Linda would consider attending.

Amended SILC Contract with MCIL: (A2) Melissa reviewed the proposed budget with MCIL for purposes of providing administrative services related to the coordinator position and SILC member travel to conferences. The proposal includes approximately 15% in administration costs; administration costs for the current contract were previously 9%. Mary Koep made the recommendation to continue working under the current contract until such time as there are answers to questions raised by the council. Linda Lingen seconded the motion.
Discussion: Have the Finance Committee research what is a reasonable administration fee.

What fees should be included in the agreement? What do the state and ACL consider reasonable costs? Should the Executive Director of MCIL be considered an employee or an in-direct cost? Report progress at the April meeting. The motion carried.

Discuss Distribution of Carry Over Funds: (A1) Things to consider for the council to develop a recommendation for distribution of excess funds.

- what is allowable is in the SPIL
- education and training - send people to NCIL; educate ourselves about laws and regulations; contact ACL for technical assistance; use the Guidebook for SILC Chairperson, Members, and Administrators for council training;
- outreach; participate in Age and Disability Odyssey in Duluth in July; have a presence at the state fair; research what materials could be distributed. Outreach Committee will research and report back in April
- additional resources shared with centers and SSB;
- provide access grants (which isn't in the SPIL);
- host additional forums
- host a meeting at each of the centers throughout the year

A recommendation should be ready by August or September. Center will need time to prepare and so funds could be expended in the following federal fiscal year.

Outreach: (A-2; B1 and B2)

Age and Disability Odyssey – Mary Koep made a motion, seconded by Larry Lura to research costs and work with Access North to a table at the conference. The motion carried.

Annual report - The Outreach Committee made the recommendation, seconded by Mary Koep, to distribute the annual report with a cover letter to the legislators, county commissioners where council members reside and where CILS are headquartered. The motion carried.

Youth Involvement – There was discussion about making presentations to advocacy groups at CIL's to share information about serving on councils. Many ideas were shared. The Outreach Committee made a recommendation, seconded by Larry Lura to create a presentation for SMILES and other organizations. The motion was approved.

Recognition of businesses – The Outreach Committee will develop criteria to recognize businesses for their efforts in serving people with disabilities and develop a calendar to continue this program. They will follow-up with the award for the theater in Waite Park.

Communication suggestion: Create an on-line calendar with CIL and SILC events and upcoming activities.

Branding – Communication with MACIL continues.

Business Cards – The council reviewed sample business cards. It was suggested that council member dates of appointment be on the cards. The Outreach Committee recommend, Larry Lura seconded, MNSILC self-publish create business cards for council members. Motion was approved.

SILC Service and Travel Request form: This form will be used to track expenses for travel and printing expenses. Finance and Executive committee will have a discussion about guideline for the deadline as to when the form needs to be submitted.

Annual Report: (A1)– Everything has been done that needs to be done; Linda Lingen will contact John Fisher, DEED, to design the report;

Review Proposed GAP year SPIL: (A3) Anita will review the SPIL and assign tasks to committees. Review in April.

Announcements – We are officially members of NCIL; SSB offered to make forms accessible.

Network of Centers – plan was to meet with MACIL at ILICIL; discussed how to do branding; Jacob talked about how we could promote the brand include social media; website; Facebook page (will not find youth on Facebook); need messenger, snap chat, twitter, etc. Google calendar for CIL events; Randy talked about his thoughts when he proposed the common brand; (Mincota Power was used as a sample); Independent Living Minnesota – includes the SILC, the CIL's, SSB, VR etc., with a link to all agency website. Lay out the criteria for a common logo and share with program staff at the CIL's; use criteria to select the logo (brand); Next Network of Center's meeting is April 9th; when the logo is created will be working with Outreach Committee will work on how we are going to promote the brand. Have a contest to create a logo; do not need a professional person to create a brand – looking for a united type of a logo to bring unification to IL services in MN. Ask consumers for what is important to them.

What do you want to see happen – collaboration, cooperation – we may at some point need professional help – want a SILC member to be in touch with each center in order to share activities. The marketing plan may write its self; On website need to have links to each of the centers, SSB and VR.

We talked about getting our own website – not connected to a government website. If we have our own website who is going to take care of it. It there buy in from the centers to either post to website or get information to the website. Maybe MACIL and SILC jointly work on a website. Do we contract with one of the centers to develop a website? Suggested name: MILC (MN Independent Living Collaboration)

Network of Centers: (A1, B1)

- The plan was to meet with MACIL and discuss how to do branding and lay out criteria for a contest to create a common logo and share with program staff at the CIL's; use criteria to select the logo (brand)
- There was discussion about how we could promote the brand on social media and the website.
- Independent Living Minnesota – includes the SILC, the CIL's, SSB, VR etc., with a link to all agency website. Suggested name: MILC (MN Independent Living Collaboration)

What do you want to see happen? collaboration, cooperation, communication with MNSILC and the CILS. Discussed a stand-alone website.

Questions for further discussion:

- What is the goal of moving the MNSILC meetings around the state?
- Who is invited to attend?
- Shorten the business meeting?
- Discussion what the centers are doing?
- Spend more time talking about policy/legislative issues?
- How do we motivate people to attend and provide their feedback?

- Rethink how we use public forums; use them as listening sessions; panels seem to work – because they deal with one issue i.e., transportation in rural areas; PCA, housing –disaster assistance.
- Could SILC's play a pivotal role in what is happening with disaster relief;
- Look at return on investment for each the area identified.

Task Force for Note Taker: (A2) Annette Toews volunteered to create a position announcement to be shared with the CIL's, the MNSILC website, the DEED website and for council members to share through "word of mouth."

May Meeting – May 9 and 10 (A3)

- Brad is negotiating with Shooting Star for sleeping rooms for two days for hopefully a full council.
- Morning – Option and Freedom talk about their services;
- Afternoon would be a panel with White Earth VR Program, Options, Freedom and others to talk about their services. MNSILC member to moderate.
- Morning and afternoon would be open to the public;
- Morning of the second day would be the MNSILC business meeting SILC member moderating the panel;
- Promotions through newspapers and CIL's
- Deaf and hard of hearing in Moorhead – contract for services;
- Annette has reserved that state van for anyone who wants a ride; 5 hours travel time – be at SSB by 1:00 p.m.
- Let Jo know what accommodates for rooms are need; reserve all non-smoking rooms)

Reports:

Finance: Melissa Doherty, Treasurer, reviewed first quarter spending and noted that committee meeting expenses are on target. Reminded council that going forward we need to be diligent in making sure the finances are monitored.

SILC Congress – Linda Lingen talked about Federal statute take precedence over State statutes. There is nothing in the federal statute that says we cannot do resource development. ACL will be doing an FAQ about the difference between resource development and fund raising. ACL has offered technical assistance.

Tammie Campbell reported on sessions she attended about raising the bar for individuals to be more independent; natural disasters – having a relation with the Red Cross before the disaster happens and having a committee that deal with disasters; shared information about the book Disability, Diversity and Intersectionality in Center for Independent Living.

Jo Erbes thanked MNSILC for the opportunity to attend SILC Congress. She would like to see a policy/legislative committee to work on the many issues where the SILC could be a participant. One key issue is to make sure people in MN understand people with disabilities.

Adjournment: At 1:55 p.m. Linda Lingen made a motion, seconded by Larry Lura to adjourn.

Respectfully submitted by Tammie Campbell, Secretary

Recorded by Jo Erbes